

Tasking Memorandum No. 99- 227

Memorandum for District Workforce Development Team and Equal Employment Opportunity Office

Subject: Call for Nominations for DLA Program for Developing Managers -
Simmon's College

Date: June 30, 1999

Suspense Date: July 23, 1999

Target Audience: DCMC Workforce

Requirement(s):

- This tasking solicits nominations for the DLA Program for Developing Managers - Simmons College, (September 12 - October 8, 1999) (See Attachment)
- Applicants must be GS 11 or 12.
- Copy of the application can be obtained from your District Workforce Development Team or Equal Employment Opportunity Office.

Point of Contact for Further Information:

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Signature:



CARLA LIBERATORE

Executive Director

Business Operations

DLA Program for Developing Managers

The DLA Program for Developing Managers (PDM) is an intensive four-week residency experience designed for high potential middle managers, new senior managers, and technical specialists who have recently or are about to take on increased management responsibility. It emphasizes quantitative skills, team building, strategic thinking and the critically important behavioral aspects of management.

Functional Understanding: Participants develop a working knowledge of the language and methods of the principal management functions - accounting, economics, finance, marketing, operations and strategic planning. They learn how these functions interrelate, how to assess information from specialists, how to determine the impact of that information on their areas of responsibility, and how to make and follow through on decisions that support the organization's strategic vision. The corporate structure and business operations of DLA are also incorporated in the course curriculum.

Behavioral Insight: Participants learn to read hierarchical organizations accurately, to apply current management theory and techniques to such challenges as communicating with and motivating employees both inside and outside their own chain of command, and building, managing, and motivating teams. A significant part of the participant's time is focused on their own management style and communication and presentation skills.

Current Issues: The Program includes seminars on critical current issues such as diversity, ethics, negotiation, and the global economy. Drawing on Simmons' unique and very special expertise, case studies on women managers are also used in each program to explore the career and management challenges women face in a range of job and industry settings.

Who Should Attend: Women* (GS- 12 and above and high potential GS-11's) who are high potential middle managers, new senior managers, and technical specialists, needing a broader understanding of the functional areas of business and more focused leadership skills.

*Applications from male applicants will also be accepted for consideration